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APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/680,920	10/06/2000	Edward Archiblad	HWT-00-001

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PO Box 6149  
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## FORMALITIES LETTER



\*OC000000005607206\*

Date Mailed: 12/08/2000

## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

## FILED UNDER 37 CFR 1.53(b)

*Filing Date Granted*

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given TWO MONTHS from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The statutory basic filing fee is missing.  
*Applicant must submit \$ 710 to complete the basic filing fee and/or file a small entity statement claiming such status (37 CFR 1.27).*
- Total additional claim fee(s) for this application is \$224.
  - \$144 for 8 total claims over 20.
  - \$80 for 1 independent claims over 3 .
- The oath or declaration is missing.  
*A properly signed oath or declaration in compliance with 37 CFR 1.63, identifying the application by the above Application Number and Filing Date, is required.*
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 1064.**

02/15/2001 BNNGUYEN1 00000070 09680920

01 FC:201	355.00 0P
02 FC:202	40.00 0P
03 FC:203	72.00 0P
04 FC:205	65.00 0P

*Copy of this notice MUST be returned with the reply.*

Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE

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IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

Group Art Unit: 2152

Examiner:

Serial No. 09/680,920

Filed: October 6, 2000

In re Application of: Archibald, et al.

For: Method and Apparatus for a Mixed-Media Messaging System



Certificate of Mailing

I hereby certify that this correspondence is being deposited with the United States Postal Service with sufficient postage as First Class Mail, in an envelope addressed to Director of Patents, Washington, D.C. 20231 on 2-8-01, Signed Teri Muir  
Teri Muir

**RESPONSE TO NOTICE TO FILE MISSING PARTS**

Director of Patents  
Box Missing Parts  
Washington, D.C. 20231

Sir:

Responsive to the Notice to File Missing Parts dated December 8, 2000, please find enclosed herewith:

1. Declaration and Power of Attorney executed by the Inventors;
2. A copy of the Assignments being submitted under separate cover to Box Assignments;
3. Verified Statement Claiming Small Entity Status, Small Business Concern;
4. Check in the amount of \$532.00 for the Filing Fee and Surcharge for Assignee as a small entity calculated as follows:

Basic filing fee	\$355.00
1 Independent Claims in excess of three	\$ 40.00
8 additional claims in excess of twenty	\$ 72.00
Surcharge	\$ <u>65.00</u>
Total	\$532.00

5. Copy of Notice to File Missing Parts.

In the event any variance exists between the amount enclosed and the patent office charges for filing the above-noted documents, including any fees required under

37 CFR 1.136 for any necessary Extension of Time to make the filing of the attached documents timely, the Assistant Commissioner is hereby authorized to charge or credit the difference to our Deposit Account No. 50-0612. An additional copy of this page is enclosed.

Respectfully submitted,  
Sierra Patent Group, Ltd.



Kenneth D'Alessandro  
Reg. No.: 29,144

Dated: 2-8-01

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